

DEPARTMENT OF THE ARMY
HEADQUARTERS AND HEADQUARTERS DETACHMENT
27th TRANSPORTATION BATTALION (MC)
APO AE 09096

AETV-SCS-MI

1 March 2004

MEMORANDUM FOR RECORD

SUBJECT: Policy Letter #12, Urinalysis Program

1. I support a zero tolerance drug policy. During my watch, I will do everything in my power to legally identify any use and/or distribution of illegal drugs in the unit. If identified I will investigate the possibility of pursuing the maximum punishment allowed for such an act.
2. To identify users of drugs, I will utilize the Army's urinalysis program. I will initiate periodic unannounced urinalysis tests during which every available soldier will participate. The dates will be scheduled in such a manner that every soldier will be tested at least twice during a twelve-month period.
3. During the actual urinalysis, the First Sergeant, Unit Prevention Leaders (UPL), and appointed observers will ensure that strict control measures are used. As a minimum, the following restrictions are in effect:
 - a. All soldiers will report to the test site within one hour of notification with their DD Form 2A (Armed Forces Identification Card).
 - b. No soldier is allowed to leave the holding area without approval by the First Sergeant; they must have an approved escort (picked by the First Sergeant).
 - c. Observers will ensure that all soldiers rinse their hands prior to providing a urine sample.
 - d. The observer will visually observe the soldier urinating into the cup.
 - e. Unit Prevention Leaders will ensure that every entry on the log and on the specimen cup is written neatly and legibly.
4. After being notified of the test site, which then becomes an appointed place of duty, failure to report is in violation of Article 86 of the Uniform Code of Military Justice (UCMJ) and violators may be subject to punishment.
5. "SHOOTERS, SHOOT TO KILL!"

WARREN C. FISHER
CPT, TC
Commanding